



CITY OF TITUSVILLE
City Council Meeting Proceedings March 2, 2020

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CALL TO ORDER	The regular meeting of Titusville City Council was called to order by Mayor Peden in the 2 nd Floor Conference Room at Towne Square at 7:00 p.m.
INVOCATION	Tom Newcombe – Presbyterian Church
PLEDGE OF ALLEGIANCE	Led by the Mayor
ROLL CALL	Mayor Dennis Peden, Deputy Mayor Jon Crouch, Councilman Don Frazier, and Councilman Roger Gordon present.
ADDITIONS OR CORRECTIONS TO THE AGENDA	No Additions or Corrections
APPROVAL OF PREVIOUS MEETING MINUTES	Motion made by Gordon, Second by Crouch. Gordon – yes, Peden – yes, Frazier – yes, Crouch – yes.
PUBLIC PARTICIPATION PERTAINING TO AGENDA ITEMS	None
Proclamation	Read Across America – Mayor Peden attended Mrs. Preston's Second Grade Class this day celebrating Dr. Suess Birthday by reading to children. In attendance during this Council Meeting is : Nancy Wright from Main Street School, Shawn Fink from Pleasantville School, Stacey Hawk from Hydetown School, Stephanie Beck from the ECLC, and Librarian Melissa Hanley. Mayor Peden presented Proclamation Certificates along with Dr. Suess books and pencils to each Representative.
Lori Baker – TRA - CDBG	Lori provided an update to Council on the CDBG status now that TRA is handling CDBG for the City. Lori advised that the 2019 application has been submitted. Lori discussed changes, demolition of the Diamond Street Property and DCED confirming that as long as the City owns that property when demolished it was ok. Lori discussed the 3-year Community plan with Council and wants input from Council. Lori states that on the 1-year plan currently is the demolition of the Diamond Street Property. 3-year plan is the South Perry Street Bridge and the Comprehensive Plan. Also on the 3-year plan is continuation of street reconstruction projects and handicapped curbs. Lori states that she would like to submit but not

until after Council's input. Lori stated that she believes the City needs an updated Comprehensive Plan. The City currently has a multi area joint Comprehensive Plan. Lori states that for future funding it would be good to have an updated plan. Lori also gave an update on the Mercantile, stating that she was hoping that it would be open this month. Lori wants to meet with Council within a week to discuss the 1 year and 3-year plan.

**Approval of Reports
Manager's Report**

Manager Fratus spoke to Council about meeting with the Titusville School District twice in the past week to discuss current / future projects and the City working together with the District. Manager Fratus stated that the City and District will be meeting once a month to keep the open line of communication. Manager Fratus also spoke about meeting with PennDot and Mayor Peden discussing South Perry Street Bridge status. Manager Fratus stated that PennDot stated that the S Perry Street Bridge is a priority for them. Manager Fratus related to Council that PennDot recommends that the City have a plan in place when the bridge is removed. Manager Fratus also discussed with Council an issue at the Petroleum Street Pump Station with the Breakers. Fratus stated that the main breaker is failing, and it hasn't been updated since the mid 1970's. Manager Fratus stated the Public Works Director is currently getting quotes for replacing and repairing. The PW Director, who was also in attendance, spoke regarding the breaker issue at the Pump Station. Manager Fratus spoke about his visit with Mayor Peden to Structures LLC in Seneca, PA. They met with Harold Best who is an Architect to discuss him coming to Titusville to give a quote on cost of renovating City Hall. The work that would be done to City Hall would just be exterior work. Councilman Gordon asked Manager Fratus to get RFP's from locals as well for this project. End of Manager Report. Motion made for approval by Councilman Crouch, 2nd by Gordon. Peden – yes, Crouch – yes, Gordon – yes, Frazier – yes.

**Approval of Subdivision /
Consolidation Requests**

First request was for William Blood Subdivision, Mayor Peden explained details of this request that was previously approved by the Planning Commission. Motion made to approve by Councilman Frazier, 2nd by Gordon, Frazier – yes, Gordon – yes, Crouch – yes, Peden – yes. Second request for Subdivision was for YMCA. The Mayor described the details and stated that this was approved by the Planning Commission. Motion by Jon Crouch, 2nd by Gordon. Gordon – yes, Peden – yes, Frazier – yes, Crouch – yes. Lastly was the consolidation for Cheryl Anderson. The Mayor described the description and stated that the Planning Commission has approved this. Mayor Peden asked Solicitor Winkler that the 3 wooded lots are not owned by Cheryl Anderson and can Council approve without the owner actually owning that property. Solicitor Winkler advised Mayor Peden that the consolidation of this property needs

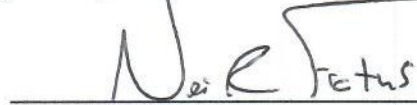
	<p>amended to have applicant clarify ownership interest in the land before action can be taken. Motion was made by Councilman Gordon to table this consolidation until it can be amended. Councilman Frazier 2nd that motion. Peden – yes, Crouch – yes, Gordon – yes, Frazier – yes.</p>
Approval of Minutes	<p>Planning Commission Minutes – November 2019, December 2019, January 2020. Motion for approval by Councilman Frazier, 2nd by Crouch. Frazier – yes, Gordon – yes, Crouch – yes, Peden – yes.</p>
Old Business – Cooperation Agreement	<p>Councilman Gordon states that this Cooperation Agreement among local organizations has gotten bigger than what was intended. Gordon states that we do not want to isolate any group in the City. Councilman Gordon motioned to table this Agreement until we can come to agreement among all to include all groups on this agreement. 2nd by Crouch. Gordon – yes, Peden – yes, Frazier – yes, Crouch – yes.</p>
Nepotism Policy	<p>Manager Fratus advised Council that currently the City does not have a Nepotism Policy in place. Councilman Crouch made a motion to have the City Manager and Solicitor work on language to come up with a policy for the City. Councilman Gordon believes that their needs to be some sort of policy where members of City Council can't be appointed to boards where family members are serving. Councilman Frazier agrees that their needs to be some kind of separation with family members working together. Mayor Peden also agreed and gave an example of a brother working for his brother who is a Department Head. Mayor Peden agreed that the City Manager and Solicitor need to come up with a policy. Councilman Gordon made the motion. 2nd by Crouch. Peden – yes, Crouch – yes, Gordon – yes, Frazier – yes.</p>
Work Sessions being Vote Meetings	<p>Mayor Peden brought up that at the previous meeting, Councilman Crouch brought up having Work Sessions being vote meetings. Mayor Peden mentioned that the Solicitor had stated that this could be a violation of the Sunshine Law if not advertised appropriately. Mayor Peden stated that he feels that leaving the Work Sessions as they are but if something comes up that needs voted on that it be advertised. Mayor Peden also stated that he agreed with Councilman Frazier that sometimes Council needs a week to think about things before voting. Councilman Crouch made reference to a Special Event presentation that needs voted on quickly because of a timeframe on the Event. The Solicitor spoke and advised Council that if there is going to be a vote, it needs advertised first.</p>

	<p>Councilman Gordon asked the Solicitor if there could be a generic advertisement. The Solicitor stated that there is 2 ways you can go; you can have a special meeting with 24-hour notice advertisement or a generic advertisement stating that all meetings are vote meetings. The Solicitor stated that you wouldn't have to vote every meeting you would just have the option too. Councilman Crouch made the Motion to have a generic advertisement. Councilman Gordon 2nd the motion. Frazier – no, Gordon – yes, Crouch – yes, Peden – yes.</p>
Special Events	<p>Destination Europe 2020 Approval – Motion to approve by Councilman Frazier. Councilman Gordon 2nd the motion. Gordon – yes, Peden – yes, Frazier – yes, Crouch – yes.</p>
Senior Center Apartment Lease	<p>Manager Fratus provided Council with a copy of the updated Sr Center Apartment Lease. Mayor Peden asked the Solicitor if Council can leave the rent amount blank. The Solicitor affirmed. Mayor Peden advised Council that we do have interest in the apartment and this same person is interested in cleaning the Sr Center as well. Motion made by Councilman Crouch and 2nd by Councilman Frazier. Peden – yes, Crouch – yes, Gordon – yes, Frazier – yes.</p>
New Business – Public Participation	<p>None</p>
Resolution No. 8 of 2020	<p>Rules and Regulations Civil Service Commission – Mayor Peden advised Council that these recommendations were made by both the Fire Chief and police Chief. Manager Fratus read the Resolution. Chief Legolleun spoke and advised Council that he had spoken with a Police Chief in another state who stated that these changes are in line with how their Commission operates as well. Motion made by Councilman Frazier, 2nd by Gordon. Frazier – yes, Gordon – yes, Crouch – yes, Peden – yes.</p>
Authorize New Signatures / Remove Signatures	<p>Finance – Add City Manager Neil R Fratus and remove Diana Durstine from Farmer's National Bank and all other Accounts. Motion by Councilman Crouch. 2nd by Councilman Gordon. Gordon – yes, Peden – yes, Frazier – yes, Crouch – yes.</p>

Audit Quote	<p>Maier Duessel – Council was provided a quote from Maier Duessel. Mayor Peden asked Council if they wanted the City Manager to acquire other quotes. Councilman Gordon asked the City Manager what the previous firm had charged for the audit. Manager Fratus replied that he believed it was around \$16,000.00 yearly. Councilman Gordon spoke and advised that he had been in contact with Maier Duessel and they were the highest recommended firm. Councilman Gordon also stated that he had contacted 2 other Audit firms with no response. Motion made to have the City Manager get more quotes. Councilman Gordon also stated that after speaking to Maier Duessel they advised that if they were awarded the audit, they would have it done by the end of May 2020. Council Frazier made the Motion. 2nd by Councilman Gordon. Peden – yes, Crouch – no, Gordon – yes, Frazier – yes.</p>
Public Input	None
Comments by Mayor / Council	<p>Councilman Frazier spoke and announced his resignation immediately from City Council. Frazier returned his Chromebook to the City Manager and his resignation letter to Solicitor Rich Winkler. Mayor Peden spoke of the Community losing Ed Myer this past week and his impact on the Community and what he has accomplished. Councilman Gordon made a motion that we have an Ed Myer Day and that the Mayor issue a Proclamation in honor of Ed. Councilman Crouch 2nd that motion. Gordon – yes, Peden – yes, Crouch – yes.</p>
Adjournment	<p>Motion to adjourn by Councilman Gordon. 2nd by Crouch. Peden – yes, Gordon – yes, Crouch – yes. 8:13pm.</p>


Mayor Dennis Peden

I hereby certify the foregoing to be a true and correct copy of the minutes of the Vote Meeting of City Council of March 2, 2020.



Neil R Fratus
Recording Secretary
Interim City Manager

Minutes Approved by Council On this 16th day of March 2020.

Councilman Peden Yes
Councilman Crouch yes
Councilman Gordon yes